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# INFORMATION BOOKLET

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**MONTANA DEPARTMENT  
OF HIGHWAYS**

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THOMAS L. JUDGE  
GOVERNOR



STATE OF MONTANA  
DEPARTMENT OF HIGHWAYS

HELENA, MONTANA 59601

H. J. ANDERSON  
DIRECTOR OF HIGHWAYS

January 2, 1975

IN REPLY REFER TO

To All Interested Parties:

The Montana Department of Highways is a complex agency, governed to a large extent by many intricate laws and regulations, both of Federal and State origin. The material in this booklet has been put together in an effort to answer a variety of questions concerning the Department and its state-wide functions.

While the booklet cannot hope to provide detailed descriptions on every facet of the organization, it can serve as a pocket guide for persons wanting general information.

Upon request, the Department will be glad to provide information on specific subjects not treated in the booklet.



H. J. ANDERSON  
Director of Highways

GEORGE VUCANOVICH, CHAIRMAN  
HELENA

WILLIAM KESSENER, LE CHAIRMAN  
BUTTE

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**THOMAS L. JUDGE, GOVERNOR**

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**H. J. Anderson, Director of Highways**

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## DEPARTMENT OF HIGHWAYS ADMINISTRATION

Under Executive Reorganization, which became effective December 16, 1971, a Director of Highways was appointed by the Governor, subject to confirmation by the Senate. The Director is the chief administrative officer and is responsible for the overall operation of the department and serves at the pleasure of the Governor.

The five man State Highway Commission is a quasi-judicial board appointed by the Governor. The majority of the board is appointed to serve terms concurrent with the term of the Governor. The chairman is designated by the Governor. Each commissioner is chosen from a separate district within the state, thereby allowing all portions of the state to be represented.

The department's headquarters is located in Helena and has eleven Administrative Divisions. Division offices are located at Missoula, Kalispell, Butte, Bozeman, Great Falls, Havre, Glendive, Wolf Point, Billings, Miles City and Lewistown. Each division is headed by a Division Construction Section Supervisor and a Division Maintenance Bureau Chief.

The eleven Division Construction Section Supervisors report to the Chief of the Construction Bureau in the Helena headquarters. The construction supervisors have the primary responsibility of directing all construction projects in their respective division. Other responsibilities and duties consist of active participation and cooperation with the Planning and Research Bureau personnel in Urban Transportation Planning in cities of over 5,000 population, representing the Department of Highways at public meetings and reviewing project priorities in each Division.

The eleven Division Maintenance Bureau Chiefs are under the authority of the Administrator of the Maintenance Division in the Helena headquarters, and are responsible for the upkeep of all state-maintained highways. These Maintenance Chiefs have Field Maintenance Section Supervisors under their direction who, with their helpers, are the actual maintenance working force. Each of the Divisions is staffed with appropriate personnel including, generally, an office engineer, office manager and materials supervisor.

Right-of-way field personnel are located in five divisions: Missoula, Butte, Great Falls, Glendive, and Billings, and they report to the Chief of the Right-of-Way Bureau in Helena Headquarters. Field Right-of-Way activity is carried on in conjunction with the headquarters Right-of-Way staff.

The Helena headquarters staff consists of Administrators for the following divisions: Legal, Engineering, Maintenance, Personnel and Civil Rights, Gross Vehicle Weight, Motor Pool and Equipment, and Centralized Services. Each of these divisions are subdivided into Bureaus, Sections and Units.

The Department's organizational chart appears on page numbers 38 and 39.

## PERSONNEL

The Department of Highways Personnel Division works in close cooperation with the State Personnel Office and helps monitor personnel needs within the Department. These needs shift from time to time depending on the availability of Federal funds and State matching funds to construct roadways. The following tabulation reflects the number of personnel employed by the Department as of October 31 for each of the past five years.

	Maintenance	Non-Maintenance	Total
1970	755	1685	2440
1971	774	1652	2426
1972	839	1488	2327
1973	821	1214	2035
1974	754	1189	1943

## HIGHWAY INCOME

The following is a brief description of highway income received in support of the cost of constructing, maintaining and administering state highways.

**Gasoline** — F.Y. 1974 - \$28,208,155

Gasoline and liquified petroleum gases are taxed at the rate of 7.0 cents per gallon, subject to refund for fuel used for non-highway purposes. L.P.G. taxes are remitted to the State Department of Revenue by either a user or a dealer. A user is a person who purchases fuel and consumes it on the highway. A dealer is one who sells fuel into a supply tank. Gasoline is taxed at the time it is withdrawn at the refinery or pipeline if it is sold for use in Montana. The tax is paid by the distributor to the State Department of Revenue.

The State Parks Division of the Department of Fish and Game receives 0.6% of the gross gasoline tax collections for use in State Parks where boating is permitted. Also, \$1,200,000 per year of gasoline tax is distributed to the counties and \$1,800,000 per year is distributed to the cities. Aviation fuel is taxed at the rate of one cent per gallon and it is earmarked for the State Aeronautics Division.

Motor Fuel taxes are credited to the State Highway Earmarked Revenue Account after provision has been made for refunds, and the proper amounts have been credited to the State Aeronautics Division and to the Department of Fish and Game.

**Diesel — F.Y. 1974 - \$6,634,991**

Diesel fuel is taxed at the rate of 9.0 cents per gallon for fuel used on public highways or on highway construction.

Diesel fuel taxes are collected by the State Department of Revenue from either a user or a dealer. A user is a person who purchases fuel and consumes it on the highway. A dealer is one who sells fuel into a supply tank of a user of motor vehicles.

**Fuel Trip Permits — F.Y. 1974 - \$431,433**

Fuel trip permits are issued in lieu of a fuel license and are valid for a single trip. The permits are issued by the G.V.W. Division and the Highway Patrol and sell for \$20.00. Operators of vehicles powered by special fuel (diesel & l.p.g.) not licensed with the Department of Revenue must purchase a fuel trip permit if they desire to drive their vehicles on Montana's highways.

**G.V.W. and Related Tax — F.Y. 1974 - \$9,909,237**

This tax ranges from \$3.75 to \$543.75 per vehicle per year for trucks and trailers, with special 16% rates for farm vehicles and 75% rates for vehicles used in hauling logs, livestock and low-boy trailers. Ready-mix concrete vehicles are taxed at a 55% rate. House trailers are taxed at the rate of \$.75 per foot of length, exclusive of bumper and hitch. Buses pay \$7.00 per seat with the exception of the first seven seats.

New passenger cars, trucks and motorcycles are taxed at the rate of 1½% of the F.O.B. factory price with quarterly adjustments for purchases made during the year. Fees collected under this tax in fiscal year 1974 amounted to \$1,011,534 for passenger cars, \$696,525 for trucks and \$71,077 for motorcycles.

Individual trip fees ranging from \$5.00 to \$10.00 for trucks and trailers are charged to out-of-state vehicles, depending on the travel distance involved.

Counties collecting G.V.W. fees deduct 5% of the fees collected as collection expense and transmit the remaining 95% to the State Treasurer for deposit to the Highway Earmarked Revenue Account.

## **Caravan Fees — F.Y. 1974 - \$937**

Fees collected from drivers or towers allow the permit holders to tow new vehicles from point of manufacture to dealers, other movements in Montana, or to other states. The trip permit is \$5.00 per vehicle driven.

## **Size and Weight Fees — F.Y. 1974 - \$356,726**

Size and weight permits are issued for movement of vehicles and/or loads exceeding statutory dimensions and/or weights. Fees range from \$6.00 to \$31.00 per permit.

## **Special Fuel Permit Fines & Forfeitures — F.Y. 1974 - \$8,856**

Fines and forfeitures for violations of the special fuel act are deposited to the Highway Earmarked Account.

## **Custom Combiner's Tax**

Thirty-seven and one half percent of income collected from custom combiners unit tax is deposited into the Highway Earmarked Revenue Account. The remaining 62½% is distributed to the counties as prescribed by State law. The tax collected for the period July 1, 1974 through October 31, 1974 was \$12,655.00.

## **U.S. Mineral Royalties — F.Y. 1974 - \$1,473,475**

Thirty-seven and one half percent of the amount derived from any and all bonuses, royalties and rentals involving Federal land in Montana and paid into the U.S. Treasury is paid by the U.S. Government to the State of Montana. Section 75-3720 R.C.M. 1947, as amended, provides for equal distribution of these monies between the Department of Highways and the Department of Public Instruction.

## **Miscellaneous Receipts - F.Y. 1974 - \$710,008**

A major portion of amounts collected under this category are collections for accounts receivable work performed for other agencies or collections for damages to highway property by the traveling public. Sale of surplus property is also shown in this category.

## **Outdoor Sign Permits — F.Y. 1974 - \$7,842**

The Right of Way Bureau is charged with the responsibility of assuring that all signs located on the Interstate and Primary systems of roadway conform to prescribed standards. Nonconforming signs are removed and conforming sign owners must purchase a permit. The permits are sold for a three year period and at a cost of \$2.00 per year.

# STATE OF MONTANA — DEPARTMENT OF HIGHWAYS

## INCOME AND EXPENDITURES REPORT

### For Fiscal Years 1971, 1972, 1973 and 1974

	Fiscal Year Ending 6-30-71	Fiscal Year Ending 6-30-72	Fiscal Year Ending 6-30-73	Fiscal Year Ending 6-30-74
INCOME				
Income - STATE				
Motor Fuel Taxes				
Gasoline.....	\$ 25,289,642	\$ 26,951,747	\$ 28,608,727	\$ 28,208,155
Diesel.....	5,443,490	6,122,205	6,545,948	6,634,991
Other.....	252,505	326,471	395,535	431,433
G. V. W. ....	7,212,990	8,265,429	9,452,071	10,275,755
U.S. Mineral Royalties .....	1,329,015	1,278,127	1,322,523	1,473,475
Miscellaneous .....	805,357	660,315	786,943	717,850
Sub-Total .....	\$ 40,332,999	\$ 43,604,294	\$ 47,111,747	\$ 47,741,659
Income - FEDERAL				42.6
Federal Aid.....	\$ 74,589,392	\$ 73,614,391	\$ 72,931,162	\$ 46,416,473
Miscellaneous .....	180,810	29,457	236,969	154,885
Sub-Total .....	\$ 74,770,202	\$ 73,643,848	\$ 73,168,131	\$ 46,571,358
TOTAL INCOME.....	\$115,103,201	\$117,248,142	\$120,279,878	\$ 94,313,017
Beginning Cash Balances .....	7,564,682	10,506,231	6,380,084	16,087,759
TOTAL .....	\$122,667,883	\$127,754,373	\$126,659,962	\$110,400,776

# EXPENDITURES

## Expenditures

Programs				
General Operations .....	\$ 3,927,977	\$ 4,431,583	\$ 4,132,091	\$ 4,698,930
Construction.....	81,209,182	88,202,724	77,731,529	52,440,653
Maintenance .....	13,720,860	15,014,853	15,410,257	15,255,376
Advertising .....	343,635	600,151	599,005	724,431
Preconstruction.....	8,860,778	8,848,578	7,742,405	6,696,535
Sub-Total .....	\$108,062,432	\$117,097,889	\$105,615,287	\$ 79,815,925
Non-Programs				
Transfers and Accruals .....	\$ 1,009,985	\$ (1,434,770)	\$ (420,682)	\$ 1,562,302
Railroad Grade Crossings.....	-0-	-0-	-0-	354
Highway Patrol.....	165,683	1,883,258	2,015,637	2,499,876
Dept. of Revenue.....	195,259	249,547	322,630	310,827
Highway Safety Office.....	15,825	27,618	28,672	29,528
Buildings .....	-0-	-0-	118,114	110,067
City-County Construction.....	2,712,468	3,550,747	2,892,545	2,473,669
Sub-Total .....	\$ 4,099,220	\$ 4,276,400	\$ 4,956,916	\$ 6,986,623
TOTAL EXPENDITURES.....	\$112,161,652	\$121,374,289	\$110,572,203	\$ 86,802,548
Ending Cash Balances				
Highway Earmarked Revenue Acct. ....	\$ 5,845,437	\$ 1,700,103	\$ 7,103,552	\$ 15,659,817
Highway Federal and Private Revenue Acct. ....	1,392,304	1,126,978	5,287,401	3,834,425
City-County Construction Acct. ....	3,268,490	3,553,003	3,696,806	4,103,986
	\$ 10,506,231	\$ 6,380,084	\$ 16,087,759	\$ 23,598,228
TOTAL .....	\$122,667,883	\$127,754,373	\$126,659,962	\$110,400,776

\* Included in Maintenance Program.

## FEDERAL AID

### Amount Collected in F.Y. 1974

\$46,416,473

The Federal Highway Administration is billed at frequent intervals for work performed on a project in which their prior approval has been obtained for the financing of such project. In order to obtain the Federal Highway Administration participation, the Department of Highways must adhere to the provisions contained in the Federal Highway Act and in Memorandums issued by the Federal Highway Administration. These provisions are too lengthy to be published in this booklet, but some of the more pertinent items are covered.

The Federal participating rates, which are applied to costs incurred on each project, are developed as follows:

#### 1. Interstate System

- A. These rates are based on the ratio of the area of unappropriated and unreserved public lands and non-taxable Indian lands to the total area of the State. Montana's ratio is 11.90%. This percentage multiplied by the basic 10% state share of costs is then added to a standard 90% given to all states and constitutes the present 91.19% federal ratio which is applied to all eligible costs on the Interstate System.

#### 2. Other Systems (Primary, Secondary, Urban Extensions, Urban System, Primary and Emergency Relief Funds)

- A. Rates for roadway systems listed above are based on the ratio of the area of non-taxable Indian lands and of public domain lands (reserved and unreserved) exclusive of National forests, National parks and monuments, to the total area of the state. This equals 13.21% for Montana. This percentage multiplied by the basic 30% state share of costs is then added to a standard 70% given all states and constitutes the present 73.96% federal ratio which is applied to all eligible costs on systems listed above.

#### 3. Miscellaneous

- A. Various rates are established for costs incurred on other Federal aid programs established by Federal law. For example: The Federal ratio on safety programs are as follows:

1. Railroad Crossing	90%
2. High Hazard Locations	90%
3. Roadside Obstacles	90%
4. Safer Roads Demonstration	90%
5. Pavement Marking	100%

Other Federal ratios are Forest Highways 100%; Federal Public Lands 100%; etc.

Federal aid is received after the Department of Highways makes project payments from Department funds. Through a "current billing" process, the Department of Highways prepares a data processing prepared billing document for costs incurred on our entire Federal aid program. The Federal Highway Administration then processes these documents for payment through its system.

## BUDGET PROGRAMS

For budget purposes, the Department categorizes its expenditures by means of programs. The programs used and a brief explanation of each, as well as the budget expenditures for fiscal year 1974 are as follows:

### 1. General Operations — F.Y. 1974 - \$4,698,930

The administrative and supportive service phases including the Planning and Research and Gross Vehicle Weight Division are grouped into this program. The objective being to provide services in the most expeditious and economical manner possible to support administrative decisions concerning the assignment of available resources to the other Highway programs.

The Planning and Research Bureau is unique in that it is almost entirely supported by Federal aid consisting of one and one-half percent of all highway Federal funds allocated to Montana. The current matching ratio for this Federal aid is approximately twenty percent State funds.

### 2. Construction — F.Y. 1974 - \$52,440,653

Costs chargeable to this program include payment to roadway and bridge contractors; utility and railroad company relocations; and field engineering and supervision expenses.

### 3. Maintenance — F.Y. 1974 - \$15,255,376

All costs associated with maintaining Montana's highways are chargeable to this program.

**4. Travel Promotion — F.Y. 1974 - \$724,431**

Costs associated with advertising, publicity and promotion of Montana as a vacation destination state and as a convention location state are chargeable to this program. Also, the promotion of the State as a filming site is one of the activities of this program.

**5. Preconstruction — F.Y. 1974 - \$6,696,535**

Costs associated with the location and design of roads and structures, and the acquisition of right of way are chargeable to this program.

**6. Motor Pool — F.Y. 1974 - \$3,640,127**

All costs incurred in operation of the Helena Area Motor Pool, involving approximately 300 vehicles, are chargeable to this program. During the 1974 fiscal year the Motor Pool had responsibility for the operation of the statewide Motor Pool which involved approximately 2,500 vehicles and equipment.

There are other items chargeable to the Highway Budget which are classified as non-program items since they are not identifiable with any of the programs described above. Non-program items include:

**Highway Patrol — F.Y. 1974 - \$2,499,876**

All salaries of uniformed highway patrolmen are chargeable to the Highway Earmarked Revenue Account.

**Dept. of Revenue — F.Y. 1974 - \$310,827**

Expenses incurred by the Department of Revenue for the collection of motor fuel taxes, and other services furnished the Department of Highways, are chargeable to the Highway Earmarked Revenue Account.

**Highway Safety — F.Y. 1974 - \$29,528**

This is the State's share of the costs of the operation of the State Highway Safety Office.

**Buildings — F.Y. 1974 - \$110,067**

Expenditures for construction or major renovation of Highway buildings are chargeable to this non-program item.

**City-County Construction — F.Y. 1974 - \$2,473,669**

Expenditures for city or county construction and maintenance per Section 84-1840 R.C.M. 1947 are chargeable to this non-program item.

## ANNUAL SUFFICIENCY RATING OF PRIMARY HIGHWAYS

The Annual Sufficiency Rating of all primary highways, which is conducted by the Planning and Research Bureau, is an outgrowth of a 1927 State statute creating the twelve financial districts and providing for the distribution of highway construction funds. This Act provided that prior to July 1 of each year, the State Highway Commission shall determine the amount of state funds required to match available Federal aid and that these state matching funds shall then be allocated to twelve financial districts on the basis of the uncompleted mileage on the Federal Aid Primary System in each district. The percentages of uncompleted mileage in each financial district were also fixed for a ten-year period by this statute. Various methods were used to establish the uncompleted mileage during the period from 1937 to 1948 when the initial sufficiency rating of all primary mileage was conducted.

Since 1948 a field inventory of all the primary mileage in the state is conducted annually. During this inventory, each section is rated systematically as to foundation, surface, drainage, safety, and traffic capacity. Each of these five items is assigned a point range depending upon existing conditions as follows:

ITEM	POINTS
1. Foundation	0 - 10
2. Surface	0 - 30
3. Drainage	0 - 10
4. Safety	0 - 20
5. Traffic Capacity	0 - 30
	<hr/>
TOTAL	0 - 100

Under this system a section of highway that is totally adequate would be 100 percent sufficient and would be assigned 100 points. Conversely, if a ten mile section has been assigned a total of 50 points it would be rated at 50 percent sufficient, and five miles of the ten mile section would be considered as unconstructed. The amount of unconstructed mileage as shown by the sufficiency rating is then accumulated for each financial district and the percentages for allocation of state construction funds on the Primary System are computed.

Sufficiency studies indicate that the entire Primary System is approximately 60 percent sufficient and that it has been gradually deteriorating during the past few years as new sections have not been constructed as fast as other sections of highway are becoming obsolete. This fact is also substantiated by a study which indicates that we now have

1974 Total miles 5,039.6      Percent Deficient 32.6  
 1973                    5,216.1      —13—      40.7

approximately 2,100 miles of primary highways that are over 30 years old.

The sufficiency rating study is also used as an aid in scheduling projects on the Primary System in each financial district. All sections of primary roadway in each financial district are tabulated in descending order by sufficiency rating. This tabulation gives some indication of the location and need for various types of improvements throughout the financial district.

Roadways are reconstructed as soon as funding becomes available, as it is not possible to reconstruct all of the deficient roadways over any short period.

## **FUNCTIONAL CLASSIFICATION STUDIES**

One of the provisions of the 1968 Federal Aid Highway Act required that all highways, roads and streets in the nation be systematically classified according to the present most logical use regardless of existing Federal Aid Systems or jurisdictional responsibilities. Six major classifications consisting of principal arterials, minor arterials, major collectors, minor collectors, local roads and city streets were established by the Act. The initial classification, based upon existing conditions as of December 31, 1968, was completed by the Planning and Research Bureau in cooperation with local authorities in October, 1969.

The 1970 Federal Aid Highway Act directed the Secretary of Transportation to revise the 1968 Functional Classification Study to include those roads and streets that may become important by the year 1990 and to provide Congress with an estimate of the cost of bringing each functionally classified system up to standards capable of handling projected traffic volumes in the year 1990. The Secretary of Transportation was also directed by this Act to develop specific recommendations to Congress for the functional realignment of existing Federal Aid Systems based upon a Functional Classification Study made in cooperation with the state highway departments and local governments. Montana's revised Functional Classification and Needs Estimate was completed in March, 1971.

The cost estimate for the 1970 study was based upon a nationwide, uniform set of construction standards prescribed by the Federal Highway Administration in order to achieve valid comparisons of needs between states. The nationwide construction standards that were required by the study did not particularly fit Montana's present construction practices, as they were generally lower on the arterial systems and higher than Montana ordinarily builds on the other classified systems. The results of the 1970 Needs Estimate indicate that

approximately \$5,800,000,000 would be needed to bring all rural roads and highways in Montana up to standards capable of handling 1990 projected traffic volumes and that it would further require approximately \$479,000,000 to bring all highways and city streets up to the same standards in urban areas of over 5,000 population.

The Planning and Research Bureau has recently completed a 1973 revision of the Functional Classification Study and Needs Estimate. During this revision, more meetings were held with the county commissioners and city officials in order to acquaint them with the study and to attempt to impress upon them the importance of the Functional Classification in future Federal Aid System revisions. Construction costs for the needs portion of the study were based on prevailing construction standards in current use on the Primary and Secondary Systems and unit prices obtained in bid lettings during 1972-1973.

The results of this latest Needs Estimate indicate that it will require approximately \$1,131,000,000 during the next 20 years to bring the arterial or primary system up to standards capable of handling traffic volumes in 1990. It is also estimated that it will require approximately \$424,000,000 during the next 20 years to improve the major collector system which corresponds to our present secondary system.

The 1973 Federal Aid Highway Act has made mandatory the realignment of our present Federal Aid Systems by June 30, 1976 by providing that the Federal Aid Primary System shall be selected from those routes now classified as major or minor arterials and their extensions into or through urban areas and the Federal Aid Secondary System shall be selected from those routes classified as rural major collectors. These provisions in the present Federal Aid Highway Act relating to our Functional Classification will have a far reaching effect on future Federal Aid System selection. Some of the effects and future problems concerning the realignment of the Federal Aid Systems are as follows:

1. Approximately 1,200 miles of Federal Aid Secondary routes have been classified as minor arterials and are thus eligible for inclusion in the Federal Aid Primary System. This will create problems in scheduling and financing of construction projects on these routes as well as in future maintenance responsibility.
2. Approximately 1,300 miles of Federal Aid Secondary routes have been classified as minor collectors. These routes cannot be retained on the Federal Aid Secondary System after June 30, 1976.

3. Federal Aid Primary mileage paralleling Interstate routes will necessarily have to be transferred to the Federal Aid Secondary System or abandoned to local authorities depending upon the importance of each section. This mileage does not have arterial characteristics and cannot be retained on the Federal Aid Primary System.

## **FEDERAL APPORTIONMENTS AND OBLIGATION AUTHORITY**

Congress, through Highway Acts, (which have normally been on a biennial basis) established authorization for the various highway programs. The amounts that are authorized by Congress under these Highway Acts are "apportioned" to the states. The apportionments made to the states for the various highway programs (Interstate, Rural Primary, Rural Secondary, Urban System, etc.) are based on formulae which are established by law. For example, the Interstate apportionments to the states are based on data obtained through Interstate Cost Estimates which are prepared by all the states. Rural Primary and Rural Secondary apportionments are based on the following:

- (1) One third in the ratio which the area of each state bears to the total area of all the states;
- (2) One third in the ratio which the population of rural areas of each state bears to the total population of rural areas of all the states as shown by the latest available Federal census;
- (3) One third in the ratio which the mileage of rural delivery routes and intercity mail routes where service is performed by motor vehicles in each state bears to the total mileage of rural delivery and intercity mail routes where service is performed by motor vehicles in all the states at the close of the next preceding calendar year. No state shall receive less than one half of one per centum of each year's apportionment.

The apportionments of authorization made through the Highway Acts must be made no less than six months prior to the beginning of the fiscal year of authorization. Thus, amounts apportioned for fiscal year 1975 had to be ap-

portioned on or before January 1, 1974. It should be noted that if apportionments are to be made six months prior to the beginning of the fiscal year, the authorization through a highway act must exist. However, the Federal Aid Highway Act of 1973 delayed the authorization for fiscal year 1974 so that the apportionments for this fiscal year were actually made after the beginning of fiscal year 1974.

Once apportionments of federal funds are made by Congress to the states, they must be utilized within two years after the fiscal year for which they were apportioned, or the amount not utilized would lapse. For example, the Federal funds apportioned for fiscal year 1974 must be utilized by June 30, 1976 in order to prevent lapse of these funds.

Utilization of Federal fund apportionments, which are made by Congress, are controlled by the placement of obligation limitations by the Office of Management and Budget (OMB) of the Executive Office of the President. The OMB limitation specifies the maximum amount of obligations which can be incurred in a given fiscal year (an obligation is defined as a commitment made by the Federal Highway Administration to reimburse the states for the Federal share of project costs.)

For example, the OMB limitation to Montana for fiscal year 1975 was \$46,720,000. Obligation limitations have been in effect for a number of years and have greatly restricted Montana's highway program. As of September 26, 1974, \$73,541,520.41 of Federal funds have been withheld from Montana due to the obligation limitations imposed by the OMB since July 1, 1967.

## **DESCRIPTION OF VARIOUS FEDERAL PROGRAMS AND ALLOCATION OF STATE MATCHING FUNDS AS ESTABLISHED BY THE FINANCIAL DISTRICT LAW**

The State Financial District Law was enacted to provide a statutory means of distributing State highway funds so that each highway system and area of the State would receive its fair share of highway construction funds.

The twelve financial districts which are established under this law are as follows:

Financial Districts	Counties in Each Financial District
------------------------	-------------------------------------

1	Lincoln, Flathead, Lake
2	Glacier, Toole, Liberty, Hill, Blaine
3	Phillips, Valley, Daniels, Sheridan, Roosevelt
4	McCone, Richland, Dawson, Prairie, Wibaux
5	Fergus, Garfield, Petroleum
6	Pondera, Teton, Chouteau, Cascade, Judith Basin
7	Lewis & Clark, Jefferson, Broadwater
8	Sanders, Mineral, Missoula, Ravalli, Granite, Powell
9	Beaverhead, Deer Lodge, Silver Bow, Madison
10	Park, Gallatin, Sweet Grass, Meagher, Wheatland
11	Golden Valley, Musselshell, Stillwater, Yellowstone, Carbon, Big Horn. Treasure
12	Rosebud, Custer, Fallon, Powder River, Carter

The following recap gives a description of the various highway funds, shows how State funds are allocated under the financial district law for each of these programs, and describes the planning involved for each of the programs:

### Interstate

Funds apportioned under this program are available for expenditure on the following approved Interstate routes:

- I 15 — From the Montana-Idaho State line at Monida Pass via Butte, Helena and Great Falls, to the international boundary at Sweet Grass.
- I 90 — From the Montana-Idaho State line at Lookout Pass via Missoula to a point on Interstate Route 15 west of Butte, and from another point on Interstate Route 15 east of Butte via Bozeman Pass and Billings to the Montana-Wyoming State line north of Sheridan, Wyoming.
- I 94 — From a point on Interstate Route 90 near Billings via Glendive to the Montana-North Dakota State line near Beach, North Dakota.
- I 115 — From a point on Interstate Route 15 west of Butte, to Butte.
- I 315 — From a point on Interstate Route 15 southwest of Great Falls to Great Falls.

Initial Federal aid legislation covering funding of the Interstate system stipulated that interstate funds allocated to the states should be based upon the cost of completing the interstate system in each state compared to the total cost on a nationwide basis, with the further provision that each state should receive not less than one-half of one percent of the total Federal allocation. Since this initial legislation, which was enacted in 1956, cost estimates of completing the Interstate system have been made in Montana approximately every two years. The latest cost estimate which was made in 1973 indicates that it will require approximately \$322,000,000 to complete the system to our present standards at prevailing construction costs. Montana's 1975 Federal appropriation was \$30,365,980.35 for construction on this system.

At the beginning of each fiscal year, the Federal Interstate funds available to Montana are matched with state funds at the effective matching ratio and these state funds are then distributed to the financial districts based on the ratio of the cost of completing the Interstate System in each financial district to the total cost of completing the Interstate System in the State.

The Federal Highway Act which established the Interstate System, projected a completion date of the entire system by the year 1972. That target date was not met and subsequent legislation has changed the completion date to the year 1979. Unless additional Federal funding is granted, it is unlikely that the Interstate System will be completed by 1979.

**INTERSTATE MILEAGE SUMMARY**

**As of Oct. 31, 1974**

**TOTAL UNDER CONTRACT:**

4 Lanes	67.967
Add 2 Lanes	21.074

**OPEN TO TRAFFIC:**

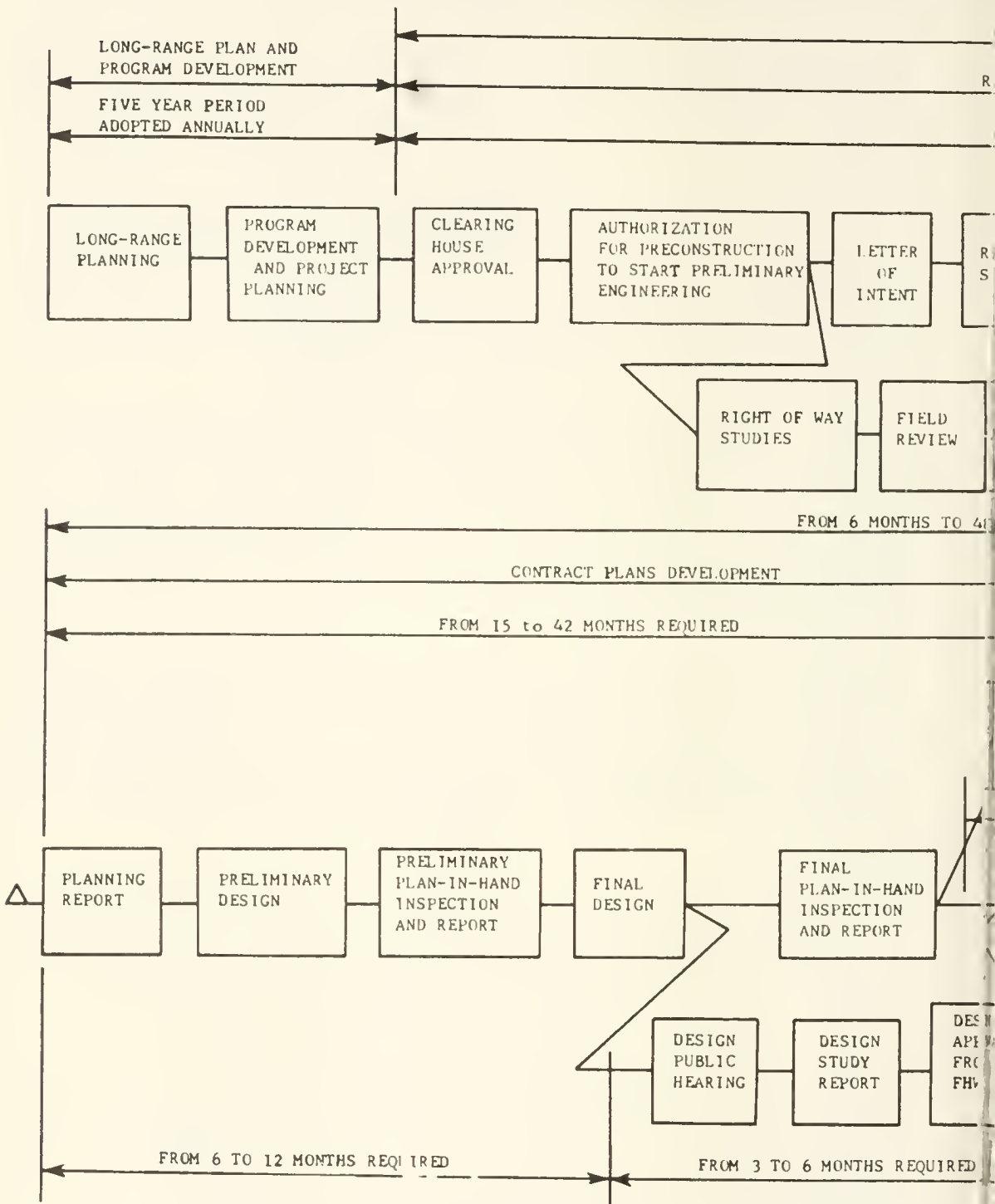
4 Lanes	739.077
2 Lanes	224.294

**REMAINING TO BE BUILT:**

4 Lanes	157.313
Add 2 Lanes	224.294

**TOTAL MILEAGE .....1,188.651**

## PRECONSTRUCTION ACTIVITIES

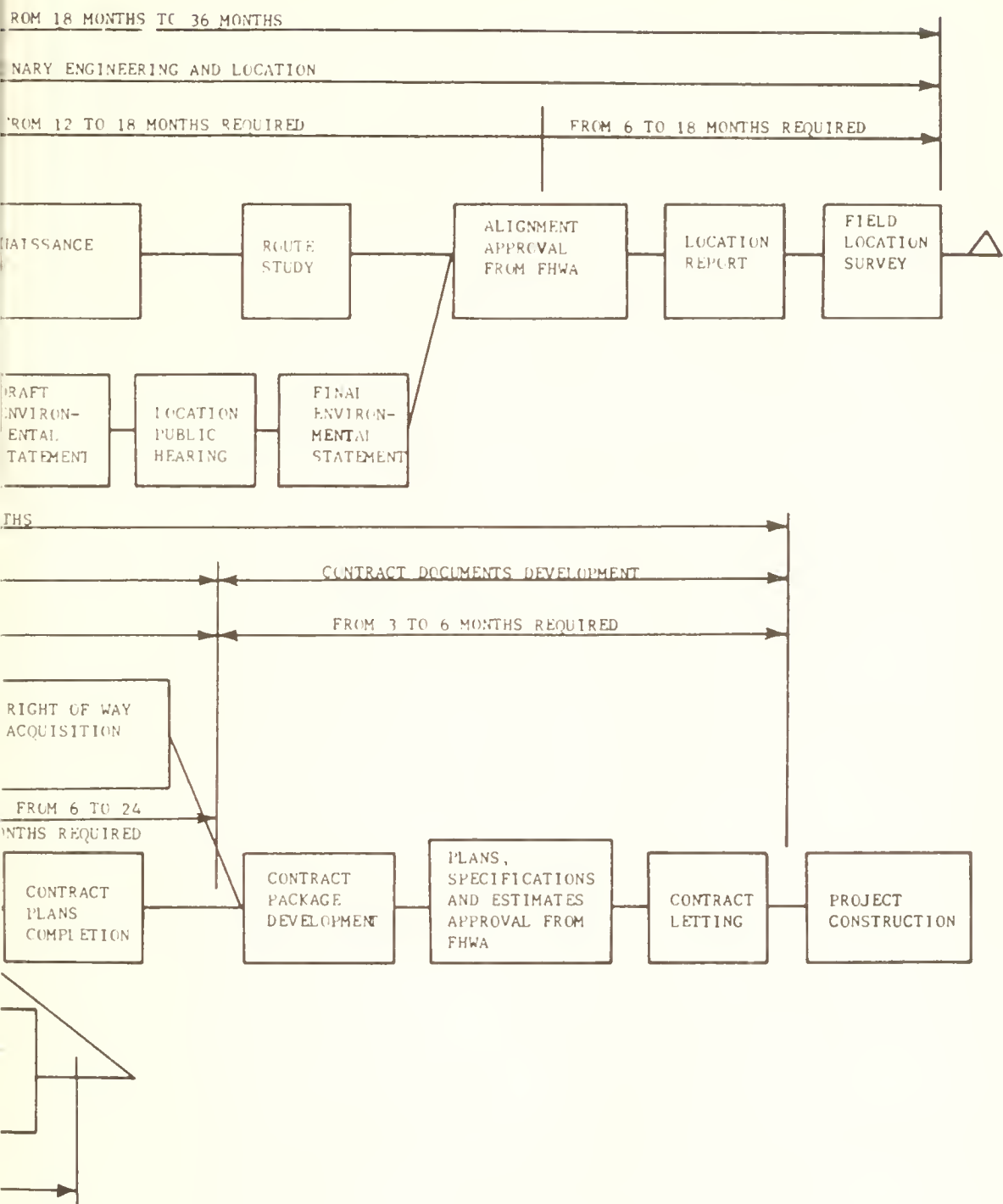


# PRECOIST

This phase of activity involves the research, planning, design plans and impact statements, and acquisition of

The above flow chart has been designed to show the length of time required to complete each phase.

# PRIOR TO BUILDING A ROAD



## CONSTRUCTION

ing, programming, surveying, preparation of detailed right of way.

various activities, when they occur, and the approximate

## **Rural Primary**

Funds apportioned to this program are available for expenditure on Primary routes in the state which are located outside of urban areas of 5,000 population or more.

At the beginning of each fiscal year Federal Rural Primary funds, which are available to Montana, are matched with State funds at the established matching ratio and these State funds are then distributed to the financial districts based on the ratio of the deficient primary mileage in each financial district to the total deficient primary mileage in the state.

Current planning for the Rural Primary program includes projects scheduled in the majority of the twelve financial districts for five or more years in the future. Some of the factors which are considered in the determination of which sections of primary highway will be reconstructed are:

- (1) Sufficiency ratings of the various sections of Primary roads which are developed through needs studies.
- (2) Accident rates on all sections of Primary routes.
- (3) Recommendations from Montana Department of Highway Division personnel.
- (4) Maintenance costs for all sections of Primary routes.
- (5) Public requests for construction of certain Primary route segments.

## **Priority Primary**

This is a new program which was established under the Federal Aid Highway Act of 1973. Funds apportioned under this program are available for expenditure on approved Priority Primary routes. As of this date, Montana has the following three approved routes:

- (1) Federal Aid Route No. 8 from an interchange on I 90 near Garrison easterly via Avon, Elliston and Helena to a junction with FAS 284 east of Helena (Canyon Ferry turn-off). Approximate length 56.1 miles.
- (2) Federal Aid Route No. 5 from an interchange with I 90 approximately 8 miles west of Missoula northerly via Ravalli and Ronan to a junction with State Route 35 east of Polson. Approximate length 58.7 miles.
- (3) Federal Aid Route 7 from a junction with FAS Route 269 in Hamilton northerly to the Van Buren Street interchange on I 90 in Missoula. Approximate length 47.6 miles.

At the beginning of each fiscal year, the Federal Priority Primary funds available to Montana are matched with State

funds at the established matching ratio and the State funds are then distributed to the approved Priority Primary routes based on the ratio of the estimated cost to construct or reconstruct each route to the total estimated cost to construct or reconstruct all the Priority Primary routes in the state.

Since the three Priority Primary routes were recently approved, the Montana Department of Highways is currently in the process of developing a construction program for Priority Primary funds. The following factors are considered in the determination of which sections of Priority Primary highways will be reconstructed:

- (1) Sufficiency ratings of the various sections of Priority Primary roads which are developed through needs studies.
- (2) Accident rates.
- (3) Recommendations from Montana Department of Highway Division personnel.
- (4) Maintenance costs.
- (5) Public requests for construction of certain Primary route segments.
- (6) Projects currently in engineering or right of way phase will be given priority in use of these funds in order to keep the Priority Primary funds from lapsing.

The U.S. Department of Transportation is recommending to Congress that the Priority Primary Program be terminated after the 1976 fiscal year.

### **Rural Secondary**

Funds apportioned under this program are available for expenditure on Secondary routes which are located outside urban areas with a population of 5,000 or more.

At the beginning of each fiscal year, Federal Rural Secondary funds available to Montana are matched with State funds at the established matching ratios, and these State funds are then distributed to the counties and financial districts on the following basis:

- (a) One-fourth ( $\frac{1}{4}$ ) in the ratio of land area in each county and district to the total land area in the state.
- (b) One-fourth ( $\frac{1}{4}$ ) in the ratio of the rural population in each county and district to the total rural population in the state.
- (c) One-fourth ( $\frac{1}{4}$ ) in the ratio of the rural road mileage in each county and district to the total rural road mileage in the state.

- (d) One-fourth ( $\frac{1}{4}$ ) in the ratio of value of rural lands in each county and district to the total value of rural lands in the state.

### **Urban Extensions**

Funds apportioned under this program are available for expenditure on extensions of the Primary routes within the urban areas of over 5,000 population.

At the beginning of each fiscal year, Federal Urban Extension funds are matched with State funds at the established matching ratio, and these State funds are then distributed to the cities in the state of over 5,000 population in the ratio of urban population in each such city to the total urban population in all cities over 5,000 population.

Project priorities under this program in the cities of Billings, Great Falls, Missoula, Butte and Helena are established through the Technical Advisory Committees and the Policy Coordinating Committees which have been established by a formal written agreement between the cities, counties and city-county planning boards. Construction priorities approved by these committees must have the concurrence of the Department of Highways and Federal Highway Administration.

### **Urban System**

Funds apportioned under this program are available for expenditure on urban system routes which have been established within urban areas of over 5,000 population.

At the beginning of each fiscal year, Federal Urban System funds to Montana are matched with State funds at the established matching ratio and these State funds are then distributed to all cities in the state having over 5,000 population.

Project priorities under this program in the cities of Billings, Great Falls, Missoula, Butte and Helena are established through the Technical Advisory Committees and the Policy Coordinating Committees which have been established in each of these cities. In the smaller urban areas over 5,000 population, project priorities are established by the city and county officials with the concurrence of the Department of Highways and the Federal Highway Administration.

### **Economic Growth Center Program**

Funds apportioned under this program are available for expenditure on any Federal aid route (except Interstate) which is located within an approved Economic Growth Center's area of influence. The Federal Highway

Administration approval of the various projects is another requirement for expenditures of these funds. Montana, at the present time, has four approved Economic Growth Centers (Lone Mountain, Helena, Missoula and Kalispell) and one proposed growth center (the Colstrip area) for which application has been sent to the Secretary of Transportation. However, newly issued Federal regulations limit the number of active growth centers to three. Expenditure of these funds will commence once Montana's growth centers have been finally determined.

The Financial District law provides that State matching funds under the Economic Growth Center program be distributed to the approved Economic Growth Centers in the ratio of the number of miles of Primary, Secondary and Urban roads in need of upgrading in each approved growth center to the total number of miles of Primary, Secondary and Urban roads in need of upgrading in all of the approved growth centers.

### **Forest Highway Program**

Funds apportioned under this program are available for expenditure on approved Forest Highway routes within the State. Since this program is 100 percent federally financed, there are no State matching funds to be distributed to the financial districts.

Forest Highway project priorities are developed through the cooperative efforts of three agencies — U.S. Forest Service, the Montana Department of Highways and the Federal Highway Administration.

### **Safety Programs**

1. **Bridge Replacement** — This program was established under the "Highway Safety Act of 1970" for the purpose of providing states funding for bridges that are significantly important and which are unsafe because of structural deficiencies, physical deterioration or functional obsolescence.

Projects which are eligible for funding under this program are determined by the Federal Highway Administration through bridge inventory data which is provided by the states.

The Financial District law provides that when Federal funds are made available to Montana for a bridge under this program, State matching funds will be allocated to the financial district or city in which the bridge is located. These State funds would then be repaid to the other financial districts or cities over a period of time (Five years for projects on the Primary or Urban Systems and ten years for projects on the Secondary System.)

**2. Rail-Highway Crossings** — This safety program provides funds for elimination of hazards of rail-highway crossings on Federal aid highway systems other than the Interstate System. Fifty percent of the funds apportioned under this program must be expended for installation of protective devices and the other fifty percent must be used for the elimination of hazards at rail-highway crossings.

Under the Financial District law, State matching funds under this program are allocated on a statewide basis and are not distributed to the financial districts.

The Montana Department of Highways is in the process of developing hazard ratings for all rail-highway crossings located on Federal aid systems (other than Interstate) in the state. A high hazard rating will be required under this program for a project to qualify.

**3. High Hazard Locations** — This safety program provides funds for projects to eliminate or reduce hazards at specific locations or sections of highways which have high accident experiences or high accident potentials. These funds are available for projects on federal aid systems (other than Interstate.)

Under the Financial District law, state matching funds under this program are allocated on a statewide basis and are not distributed to the financial districts.

The Department has developed a system which indicates the high accident locations throughout the State. Statewide priorities have been established for these high accident areas and the Department of Highways is in the process of developing projects to correct these high accident areas.

**4. Elimination of Roadside Obstacles** — This safety program provides funds for projects to correct roadside hazards (e.g. non-breakaway or non-yielding light and sign supports, utility poles, bridge abutments, trees, etc.) These funds are available for expenditure on the Federal aid system.

Under the Financial District law, State matching funds under this program are allocated on a statewide basis and are not distributed to the financial districts.

The Department has initiated projects to provide for updated signing on off-system roads throughout the state in cooperation with the cities and counties and as the program is developed further, rail-highway crossings and other safety corrections will be added to the program.

**5. Safer Roads Demonstration Program** — This safety program provides funds for improvements to correct safety hazards on roads which are not on any Federal aid system.

Under the Financial District law, state matching funds under this program are allocated on a statewide basis and are not distributed to the financial districts.

The Department has initiated projects to provide for updated signing on off-system roads throughout the State in cooperation with the cities and counties and as the program is developed further, rail-highway crossings and other safety corrections will be added to the program.

**6. Pavement Marking Programs** — This safety program provides funds for the purpose of improving pavement markings on highways to provide for greater vehicle and pedestrian safety. Under this program, priority is to be given to those projects which are located in rural areas and which are on the Federal Aid Secondary System, or are not included on any Federal aid system. Federal funds are to provide 100% of the cost of these projects.

The Montana Department of Highways has initiated a program to provide pavement markings on a number of roads throughout the state, and as the program develops further additional sections of roadway will be included.

### **Other Programs**

There are a number of other federally financed programs for which no distributions of matching State funds are made to the financial districts or cities. Among these are: Highway Planning and Research, Emergency Relief, Outdoor Advertising Control, Junkyard Control, Landscaping and Scenic Enhancement, and Public Lands Programs. Federal funds have not been appropriated on an annual basis for all of these programs in the past, therefore planning is limited to the programs when funds become available.

### **DISTRIBUTION OF STATE GASOLINE TAX FUNDS TO MONTANA CITIES, TOWNS AND COUNTIES**

The 1974 State legislature, through passage of House Bill No. 894, amended Section 84-1840 RCM 1947, which stipulates the manner in which \$3,000,000 of gas tax funds shall be allocated each fiscal year to the counties, incorporated cities, and towns in Montana from the Highway Earmarked Revenue Account.

Under the revised law, these funds are paid by the State Treasurer directly to the counties, cities and towns, whereas, previously, the funds were credited to each entity on the Department's books. Previously, the Department of Highways reviewed and approved by agreement, the use of the funds by the local governing bodies. Under the new law, local agencies must inform the Department of Highways of the

purpose for which the funds shall be expended, but need not have the concurrence of the Department of Highways for the actual expenditure.

The \$3,000,000 is divided so as to provide \$1,200,000 to the various counties, and \$1,800,000 to the various incorporated cities and towns, according to a formula contained in the law.

All funds so allocated are to be used exclusively for the construction, reconstruction, maintenance and repair of rural roads, city or town streets and alleys or for proportionate matching of federal funds allocated for road construction on Federal Aid Systems.

The 1975 allocation for cities and counties is shown on page numbers 30 and 31.

## **SECONDARY ROADS PROGRAM**

The construction program for secondary roads throughout the state is administered through the Engineering Division. This involves the Secondary-Urban Unit Manager who performs liaison and coordination activities with the various commissioners of the 56 counties to exchange information concerning the county needs and priorities for the various projects and to account for the funding expenditures and allocations to support the secondary roads program.

## **MAINTENANCE**

Maintenance in the Department of Highways is a dual function: 1. to preserve the original constructed roadway, structures and traffic aids; and, 2. to provide the services necessary to keep traffic moving over the highways in the safest possible manner each and every day of the year.

Maintenance costs are funded 100% by State funds.

The state maintained road system has increased from 6,128 miles in 1962 to 8,635 miles in 1974, which is an increase of approximately 200 miles per year.

Approximately half of the 5,000 miles of Primary System was constructed over 30 years ago, and there are over 600 miles of the system that are 40 years old. Maintenance costs on these sections are nearly double the costs of new sections.

Some portions of our interstate roadway are 15 years old, and presently many of these older sections are requiring surface maintenance and patching. Since each roadway is 38 feet wide, a larger outlay for materials and labor is contemplated.

While maintenance is a "big job" accomplished by impressive costs, nonetheless, the most for the tax dollar can be accomplished by doing preventative maintenance work before deterioration happens and augmented with reasonable purchase of modern man-and-hour saving equipment.

The Department of Highways maintenance operations is subdivided into 11 Divisions with a total of 754 field employees (775 were employed in 1962). The 8,635 miles of roadway to be maintained is divided into 137 sections which average 63 miles in length.

## **BRIDGE INSPECTION & EVALUATION**

Maintenance bridge inspection is an inspection of all structures located on the Federal Aid system. This inspection is performed on approximately 2800 structures at least every two years. On problem bridges, inspection is performed more often, and specialized equipment is often utilized to obtain a close observation or view of all parts of the structure. Pictures are taken of areas that indicate serious problems or are suspected of serious problems. Tests of materials are made if additional information is needed.

All of the inspectors in charge of an inspection team have extensive experience in bridge construction inspection and have additionally attended a specialized ninety hour school.

The inspection reports are reviewed by a bridge engineer and the findings are evaluated as to the performance and capability of the structures. The continuing repetitive nature of inspections permits a review of the changing conditions of the structure so as to program early effective minimal maintenance repair and/or replacement. Replacement may be possible through Federal Emergency Relief programs, or by using the primary, secondary, urban or interstate funds, or by special bridge replacement funds.

## **OCCUPATIONAL SAFETY & HEALTH ACT (OSHA)**

The Department of Highways, like other state agencies, is intimately involved in abiding by the rules of the OSHA as it fits the State of Montana. This particularly affects our Motor Pool, Equipment, and our Maintenance Divisions, as well as personnel engaged in construction and other activities for the Department. The Safety Unit within the Department of Highways performs liaison and coordinating activities with these divisions and offices. A considerable expenditure of funds is anticipated in order to revamp equipment and buildings to conform with the safety provisions.

# GASOLINE TAX ALLOCATIONS TO COUNTIES FOR FISCAL YEAR 1975

COUNTY	ALLOCATION	COUNTY	ALLOCATION
Beaverhead.....	\$ 25,488	Madison.....	\$ 17,496
Big Horn.....	28,752	Meagher.....	10,656
Blaine.....	29,664	Mineral.....	10,896
Broadwater.....	9,648	Missoula.....	62,736
Carbon.....	15,648	Musselshell.....	11,232
Carter.....	13,536	Park.....	17,544
Cascade.....	49,272	Petroleum.....	7,872
Chouteau.....	33,024	Phillips.....	25,560
Custer.....	17,688	Pondera.....	16,584
Daniels.....	11,016	Powder River.....	15,792
Dawson.....	18,936	Powell.....	13,704
Deer Lodge.....	12,936	Prairie.....	9,384
Fallon.....	10,608	Ravalli.....	30,240
Fergus.....	27,936	Richland.....	19,464
Flathead.....	59,280	Roosevelt.....	22,176
Gallatin.....	30,072	Rosebud.....	25,464
Garfield.....	17,880	Sanders.....	21,672
Glacier.....	20,496	Sheridan.....	16,632
Golden Valley.....	7,080	Silver Bow.....	32,904
Granite.....	8,616	Stillwater.....	15,600
Hill.....	40,224	Sweet Grass.....	9,336
Jefferson.....	12,432	Teton.....	20,400
Judith Basin.....	13,752	Toole.....	16,272
Lake.....	26,568	Treasure.....	5,328
Lewis & Clark.....	29,544	Valley.....	32,808
Liberty.....	15,816	Wheatland.....	7,968
Lincoln.....	38,712	Wibaux.....	7,008
McCone.....	21,528	Yellowstone.....	51,120
		GRAND TOTALS.....	\$1,200,000

# GASOLINE TAX ALLOCATIONS TO CITIES FOR FISCAL YEAR 1975

CITY	ALLOCATION	CITY	ALLOCATION	CITY	ALLOCATION	CITY	ALLOCATION
Alberton.....	1,620	Dillon.....	\$ 20,340	Jordan.....	\$ 3,780	Roundup.....	\$ 11,700
Anaconda.....	31,500	Dodson.....	2,340	Judith Gap.....	1,440	Ryegate.....	2,160
Bainville.....	2,160	Drummond.....	1,980	Kalispell.....	45,360	Saco.....	3,420
Baker.....	12,600	Dutton.....	2,880	Kevin.....	2,520	St. Ignatius.....	4,680
Bearcreek.....	1,260	East Helena.....	7,920	Laurel.....	18,720	Scobey.....	8,280
Belgrade.....	7,380	Ekalaka.....	3,960	Lavina.....	1,620	Shelby.....	14,760
Belt.....	3,600	Ennis.....	3,060	Lewistown.....	30,240	Sheridan.....	3,240
Big Sandy.....	5,760	Eureka.....	5,400	Libby.....	15,660	Sidney.....	21,960
Big Timber.....	9,720	Fairfield.....	4,500	Lima.....	2,520	Stanford.....	3,240
Billings.....	242,280	Fairview.....	5,400	Livingston.....	28,980	Stevensville.....	4,680
Boulder.....	6,660	Flaxville.....	1,440	Lodge Grass.....	3,600	Sunburst.....	4,320
Bozeman.....	72,360	Forsyth.....	10,440	Malta.....	11,880	Superior.....	6,120
Bridger.....	4,140	Fort Benton.....	10,620	Manhattan.....	5,040	Terry.....	6,480
Broadus.....	4,140	Froid.....	2,700	Medicine Lake.....	2,520	Thompson Falls.....	7,020
Broadview.....	1,440	Fromberg.....	2,340	Melstone.....	2,160	Three Forks.....	8,100
Brockton.....	1,980	Geraldine.....	2,880	Miles City.....	44,460	Townsend.....	9,540
Browning.....	6,480	Glasgow.....	21,240	Missoula.....	124,920	Troy.....	4,680
Butte.....	90,360	Glendive.....	25,020	Moore.....	1,980	Twin Bridges.....	3,060
Cascade.....	4,680	Grassrange.....	900	Nashua.....	3,240	Valier.....	5,580
Chester.....	6,300	Great Falls.....	221,040	Nelhart.....	2,340	Virginia City.....	2,340
Chinook.....	10,080	Hamilton.....	13,680	Ophelm.....	2,340	Walkerville.....	4,500
Choteau.....	9,540	Hardin.....	13,860	Outlook.....	1,260	Westby.....	1,980
Circle.....	5,400	Harlem.....	5,400	Philipsburg.....	6,300	West Yellowstone.....	4,680
Clyde Park.....	2,340	Harlowton.....	8,280	Plains.....	5,040	Whitefish.....	13,680
Columbia Falls.....	14,400	Havre.....	41,400	Plentywood.....	10,620	Whitehall.....	5,040
Columbus.....	7,560	Helena.....	102,240	Plevna.....	1,800	White Sulphur Springs.....	7,920
Conrad.....	14,220	Hingham.....	2,160	Polson.....	13,860	Wibaux.....	3,960
Culbertson.....	4,320	Hobson.....	3,060	Poplar.....	5,760	Winifred.....	2,340
Cut Bank.....	16,200	Hot Springs.....	3,780	Red Lodge.....	10,260	Winnett.....	3,060
Darby.....	2,880	Hysham.....	2,700	Rexford.....	1,080	Wolf Point.....	13,140
Deer Lodge.....	19,620	Ismay.....	1,080	Richey.....	2,520	TOTALS.....	\$1,800,000
Denton.....	3,780	Joliet.....	2,340	Ronan.....	7,380		

## **G.V.W. LAW ENFORCEMENT**

The G.V.W. Division is charged with the enforcement of special fuel vehicle license, ad valorem tax on mobile homes, caravan law, gross weight fees, size and weight permits and is also charged with assisting all other law enforcement agencies. This enforcement is accomplished by the placement of personnel in weigh stations throughout the State, and by manning portable scales throughout the State.

## **MOTOR VEHICLE RECIPROCITY WITH OTHER GOVERNING ENTITIES**

It is the policy of the State to promote and encourage the fullest possible use of its highway system by authorizing the making and execution of motor vehicle reciprocal or proportional registration agreements, arrangements and declarations with other states, provinces, territories and countries with respect to vehicles registered in this and such other states, provinces, territories and countries, thus contributing to the economic and social development and growth of this State.

## **TRAVEL PROMOTION**

The State of Montana promotes its product, Montana - The Big Sky Country, similar to means employed by private business — by advertising and publicity. This is accomplished through the professional efforts of the Travel Promotion Unit.

All forms of advertising media, nationally and internationally, are used to accomplish the promotional goals of Montana being a vacation destination State and a location for conventions.

Some of the means used to accomplish the goal for the last fiscal year are as follows:

1. The major project undertaken was the planning, execution, supervision and financing of Montana's exhibit at the World's Fair in Spokane. Montana's exhibit drew praise from all corners and from all indications had a very positive effect on attracting tourists to Montana.

Approximately 1,300,000 people visited the Montana exhibit. This project has been claimed to be one of the most successful projects undertaken in terms of cost-per-person exposed to a Montana promotion and in terms of overall exposure by means of excellent press coverage before and during the fair.

2. A travel publicity section was established and staffed by a full time writer, photographer and supportive staff. Results from this operation are most encouraging in number

of articles printed, photos used and in the backlog of requests for more specific publications.

3. Movie production was very successful with a new ski movie, MONTANA, A LITTLE FARTHER NORTH, being seen by approximately 7,500,000 viewers. Four films of equal quality will be released in the next few months.

4. During past years considerable emphasis was placed on advertising on a nation-wide basis, but due to the energy crisis, this emphasis was shifted to a regional basis. This is accomplished by advertisements in magazines and in billboards located in surrounding states and in Canada.

5. The first full year of operation of the Convention and Tour Unit was very productive. This unit emphasizes the attraction of convention and tour groups to Montana. A convention film and a tour film are in production and are nearing completion, and will be linked to a national advertising program. Staff personnel have attended national and international tour industry conventions and trade shows selling Montana.

6. In order to stimulate exposure for the State and bring additional income to Montana from the motion picture industry, concerted effort has been made in Hollywood to attract producers to film in Montana. Three films have been produced in Montana in the past year, and it estimated that from three to five more will be filmed here in the next year.

### **ACTION PLAN**

Each state has been required to develop and implement an Action Plan in order to comply with Section 136 (b) of the Federal Aid Highway Act of 1970, and to respond to the public desire for more and better input in the highway planning and design process.

The Action Plan describes the Department of Highway's procedures being used to involve the public as well as other State and Federal agencies, planning boards, etc., in the possible economic, social and environmental impacts in the planning, design and construction of highway facilities.

Distribution of the Action Plan is widespread to include cities, counties, planning boards, tribal councils, Federal agencies, State and local libraries, Chambers of Commerce, etc. This distribution should inform the public how to get their information into its proper place in our planning and design process.

The Department of Highways retains the decision making authority and rights within the Action Plan, but its information base has been expanded by the addition of three bodies:

1. The Impact Evaluation Group. This is the lead group. It is composed of persons from other State agencies who will review each of our highway projects and provide information on the relative economic, social and environmental effects.
2. The Impact Evaluation Unit is composed of Department of Highways employees who are specialists in the fields of landscape planning, noise, air quality, biology, water quality, horticulture, social and economics. Members of the Unit are expected to provide solutions for the usual specialty problems in their field on each project.
3. The Impact Evaluation Team. This is an "ad hoc" team composed of skilled specialists from various universities, consultants, other State and Federal agencies, etc., to resolve special problems.

## **ENVIRONMENTAL PROGRAM**

The Montana Department of Highways has made visible strides in the past five years to expand environmental considerations into the location, design, construction and maintenance of its facilities. Because of its Federal-State jurisdictional base, the Department operates within the policies and guidelines of the National Environmental Policy Act (NEPA) and the Montana Environmental Policy Act (MEPA).

An environmental assessment is made on all proposed construction projects. Environmental impact statements are written for major projects which may have significant environmental impacts or are of great public concern; negative declarations are prepared for projects of negligible environmental impact.

Personnel specializing in environmental concerns, such as air and water quality, noise analysis, land use planning, erosion control and landscaping, fish and wildlife biology and the socio-economic fields, have either been hired or are being trained. The Department also participates in numerous schools to update personnel in environmental problems associated with transportation systems.

## **RIGHT OF WAY**

The Right of Way Bureau is the organizational unit of the Department of Highways responsible for the acquisition, management and control of real property needed for State highway purposes. It conducts or performs several major

functions in conjunction with this responsibility. These are described as follows:

### **PROPERTY ACQUISITION**

Acquisition of interests in real property needed for highway purposes includes evaluation of property interests and negotiation with property owners for the purchase of their property.

### **RELOCATION ASSISTANCE**

Whenever land acquired for a Federal aid highway project will result in the dislocation of individuals, farms, businesses, or non-profit organizations, financial and advisory assistance is provided to accomplish their orderly relocation with minimum inconvenience or financial hardship. On a number of occasions the Right of Way Bureau has provided the services of its relocation personnel to other local, State, or Federal agencies administering programs resulting in the displacement of individuals, etc. This service has proven highly successful and has been economically beneficial to the recipient agencies.

### **UTILITY RELOCATION AND ADJUSTMENTS**

It is frequently necessary to relocate or to adjust utility and railroad facilities in order to accommodate new highway construction. These facilities include, but are not limited to, electric power; telephone and telegraph lines; gas, water, sewer, and oil pipelines; and railroad facilities, including grade separation structures and signal devices. The Right of Way Bureau has the responsibility of meeting with representatives of the utility and railroad companies to work out the details of the required relocation or adjustment and to formulate formal agreements with the utility and railroad companies to accomplish this work.

### **CONTROL OF OUTDOOR ADVERTISING**

Control of outdoor advertising signs along the State's Primary and Interstate highway systems involves the issuance and renewal of special permits for signs that conform to prescribed standards and the purchase and/or removal of signs not conforming to these standards. More than 6,200 signs have been removed since the beginning of the program late in 1972. Ultimately, more than 9,800 signs will be removed under this program.

### **CONTROL OF ENCROACHMENTS**

The Right of Way Bureau is also responsible to accomplish the removal of signs or other privately-owned devices or

facilities that are encroaching on highway right of way or to bring these items under the control of revocable permits. More than 4,500 of these signs and devices have been removed from the right of way since this program was started in January, 1970.

## **PUBLIC HEARINGS**

A Public Hearings Unit has been established within the Department in order to disseminate information to the public about the Department of Highways Federal Aid program.

The purpose of the Public Hearings Unit is to obtain public input regarding highway proposals.

On January 14, 1969, the Federal Highway Administration issued Policy and Procedure Memorandum 20-8 (referred to as PPM 20-8) which requires that two public hearings or opportunities for public hearings be held on major Federal Aid highway construction projects in most instances. In addition, the location and design requests and approvals must be publicized.

It is the purpose of the PPM to ensure, to the maximum extent practicable, that highway locations and designs reflect and are consistent with Federal, State and local goals and objectives. The rules, policies, and procedures established by the PPM are intended to afford full opportunity for effective public participation in the consideration of highway location and design proposals by highway departments before submission to the Federal Highway Administration for approval. They provide a medium for free and open discussion and are designed to encourage early and amicable resolution of controversial issues that may arise.

The PPM requires State Highway Departments to consider fully a wide range of factors in determining highway locations and highway designs. It provides for extensive coordination of proposals with public and private interests. In addition, it gives all interested persons an opportunity to become fully acquainted with highway proposals of concern to them and to express their views at those stages of a proposal's development when the flexibility to respond to these views still exist.

It is the responsibility of the Public Hearings Unit to schedule, arrange, advertise, and moderate all highway public hearings throughout the State of Montana. Hearing results are reported to the Montana Highway Commission at its monthly meeting.

Requests for location and design approval from the Federal Highway Administration, as well as their response,

are publicized in local newspapers. This keeps the public informed on preliminary engineering phases of proposed highway construction projects.

## **HIGHWAY INFORMATION SYSTEM**

The Department of Highways provides information on accidents, the roadway and drivers to various state and local agencies in order to improve safety on Montana's highways. Detailed data files are stored in the computer in order to provide needed information. The most significant data components currently available are:

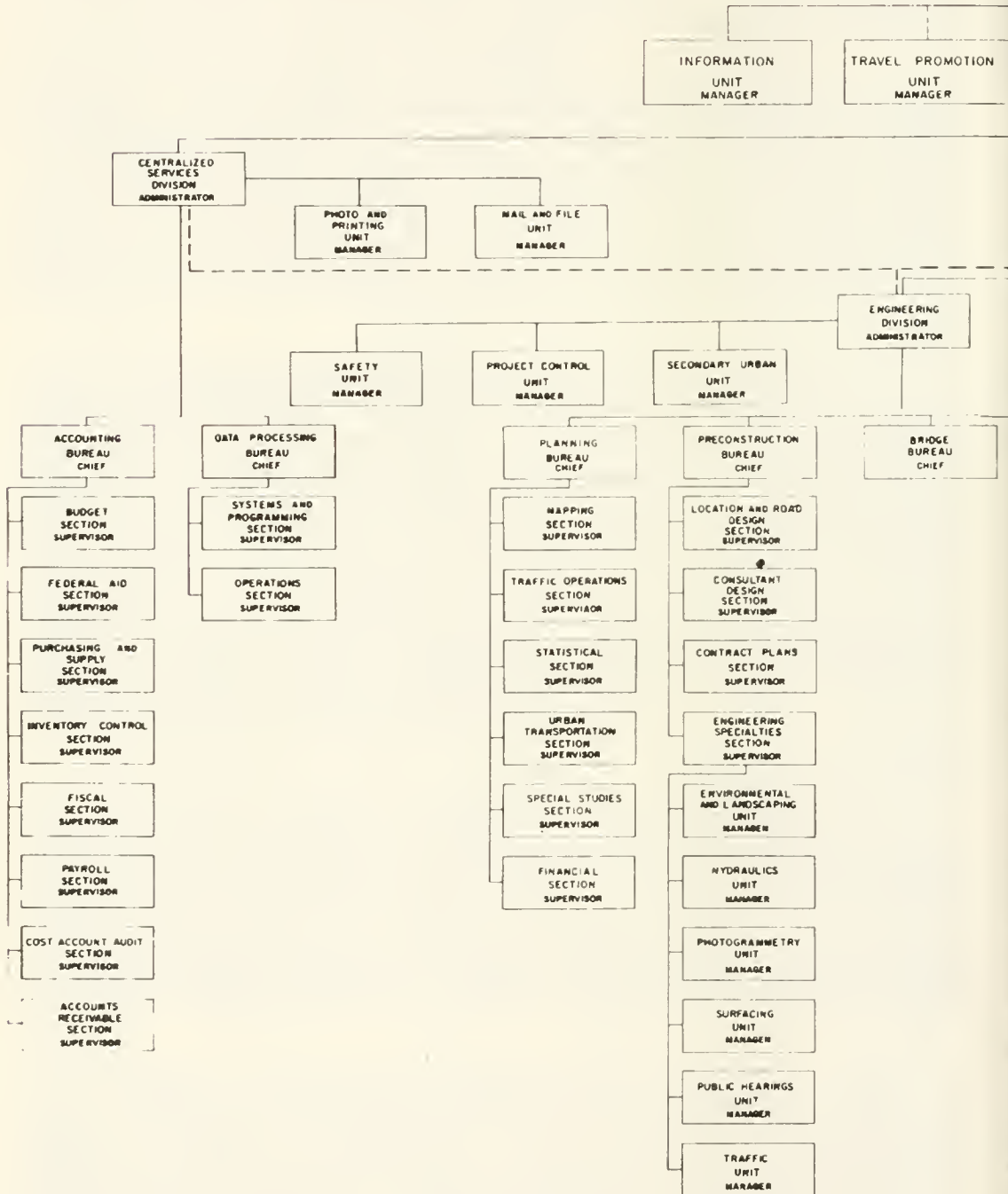
**Accident Information** which includes, the location by system, route, and reference post; the roadway conditions (e.g., dry, wet, icy)' time of day; first harmful event; driver condition (e.g., drinking or not); type of vehicle or trailer, etc. The accident file will aid in determining segments of our highway system which have a high incidence of collisions or other traffic mishaps which could be reduced through additional enforcement or engineering changes.

2. **Roadway Environment Data Base** which includes a complete physical description of all Interstate, Primary and Secondary roads. Included in this file are items such as number of lanes, width, type of surface, surface thickness, year built, year improved, etc. There are sub-elements of this data base which provide: traffic volumes, percentage of out of state and commercial vehicles, and sufficiency record which is used as an indicator of required improvement. All of the Roadway Environment information is geographically located by system, route and reference post, and is used to provide planners with an inventory of the physical features of each section of road.

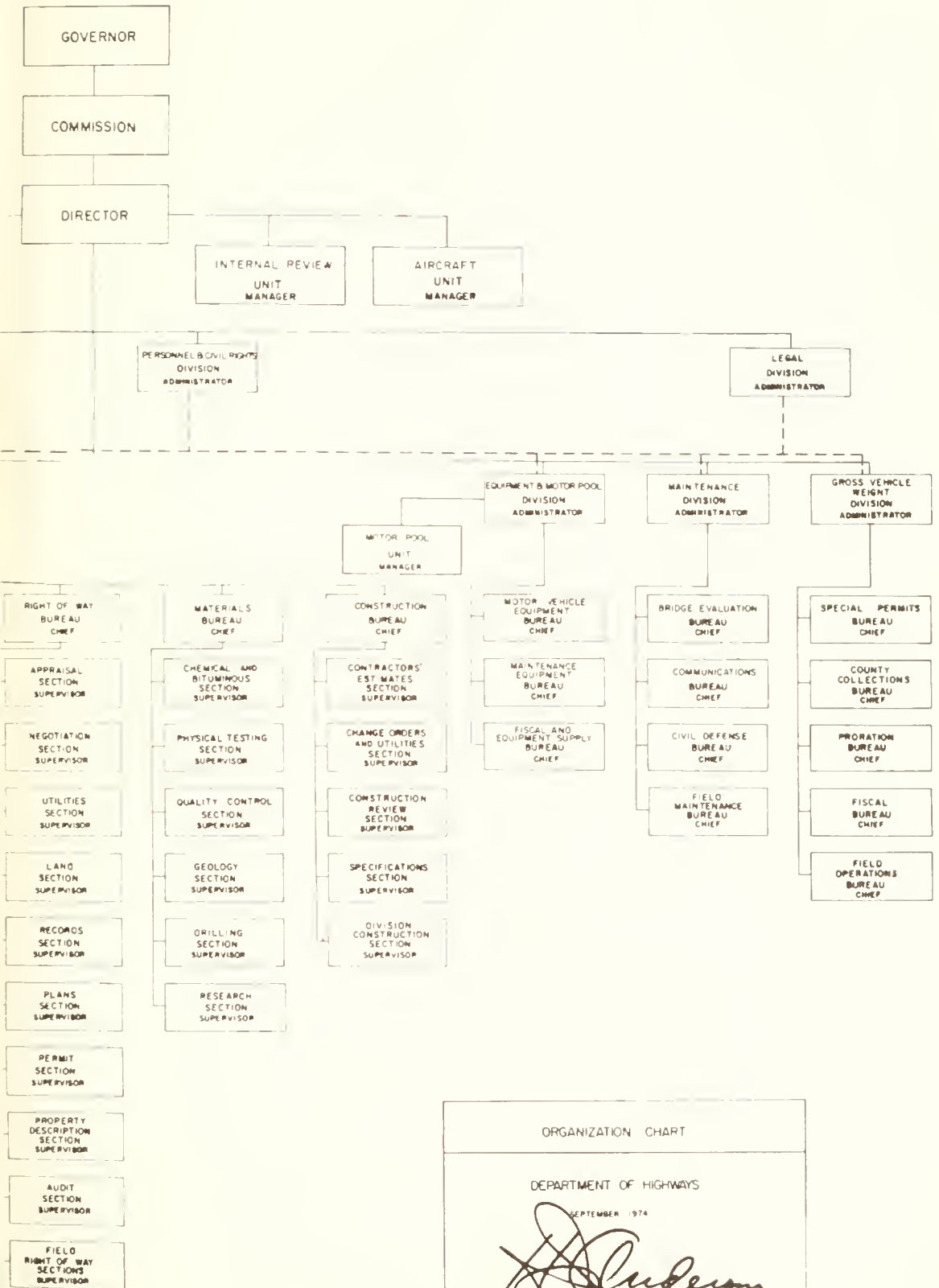
3. **Drivers License** information includes the name and address plus physical description of all licensed drivers. The status which indicates whether the license is valid, suspended, revoked, or expired is an important data item. This information is used primarily by the Highway Patrol and other local law enforcement agencies to make quick checks on individual license status.

Other data items that relate to traffic records are either available as independent applications, such as; GVW truck information, or presently unavailable pending system development and computer programming. The present computer system provides for limited remote access to these files by way of teleprocessing terminals. A more complete system with a fully integrated capability and fast remote inquiry processing is currently under development.

# MONTANA STATE HIGHWAY DEPARTMENT



# CHART OF ORGANIZATION



ORGANIZATION CHART

DEPARTMENT OF HIGHWAYS

SEPTEMBER 1974

*[Signature]*

APPROVER *[Signature]* NOVEMBER

## **MOTOR POOL**

The 1974 State Legislature revised the operation of the original Statewide Motor Pool to a Helena Area Motor Pool to be used by all state employees in the Helena area.

The original Statewide Motor Pool was established in July, 1969 and was operational for all state agencies in July 1971, with all types of equipment and vehicles included in this pool. The legislature questioned whether the statewide pool was necessary and passed Senate Bill 367 to form the Helena Area Motor Pool.

The pool operates with approximately 300 passenger carrying vehicles, and it is estimated that annually 5 million miles of travel will be recorded on these vehicles.

A new pool site was established on the edge of the capitol complex, and it is anticipated that this location will encourage greater use of the pool.





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